

 JOB DESCRIPTION

|  |  |
| --- | --- |
| Role Title | Saturday Farm Worker |
| Location | Stepney City Farm, Stepney Way, London, E1 3DG  |
| Salary | £9.75/hr (benchmarked to London Living Wage)  |
| Hours | 8.5 hrs a week, Saturdays from 8am to 5.30pm with a 1 hour unpaid lunchbreak |
| Duration | 1 year Contract  |
| Responsible to | Line Manager |
| Responsible for | Managing Volunteers and duties as outlined in Role Responsibilities below  |

ABOUT STEPNEY CITY FARM

Stepney City Farm is a four-acre urban farm based in the London Borough of Tower Hamlets. We are a registered charity and provide opportunities for the local community to learn about high welfare ecological farming and improve well-being through visiting the farm and taking part in farm activities. We are a thriving Working Farm, open to the public 6 days a week, all year round. We have donkeys, goats, sheep, pigs, chickens and ducks plus gardens for growing fruit and vegetables. People can get involved with the farm in lots of different ways from visiting for free to look around, take part in weekly no-commitment volunteering sessions or longer term volunteering opportunities in food growing, animal care, cafe work, rural arts and education. Our Farm Café serves hot meals, tea, coffee and cakes. We also sell plant, produce (eggs, salad, fruit, veg and preserves) though our farm shop. On Saturdays there is a Farmers' Market and monthly family activities which attracts lots of local residents. We offer a friendly and supportive working environment and a fun place to work in a unique setting.

ROLE OVERVIEW

We are looking for Farm Worker who can support the Farmyard Manager to run the farm on Saturdays, along with our farm volunteers. The Farm Worker role has been created to help the farm run safely and effectively on Saturdays – our busiest day. The role will involve a combination of practical work, customer service and volunteer management skills. A background in animal care or food growing will be an advantage. There are opportunities for progression within this role and we are especially interested to receive applications from individuals who are interested in working with children and young people, or who have experience in therapeutic greencare.

ROLE RESPONSIBILITIES

* Setting up for Saturday opening, making sure the site is safe
* Covering Superfarmer (duty manager) duties
* Being responsible for health and safety
* Completing Saturday cleaning rota duties
* Assisting volunteers with practical tasks and teaching new skills
* Inducting new volunteers, conducting reviews and supporting progression
* Being a welcoming. friendly and visible farm presence
* Responding to public enquiries, staffing the office. answering the phone and emails
* Being the duty first aider
* Explaining and enforcing farm policies on health, safety and animal welfare
* Harvesting produce for the cafe when needed
* Answering questions about farm plants, produce and products.
* Taking payments and recording sales
* Communicating with Farmers Market stallholders
* Closing the farm and ensuring the animals are safe and the site is secure at the end of the day

PERSON SPECIFICATION

|  |  |
| --- | --- |
| **Essential:** | **Desirable:** |
| A practical and physically fit person who enjoys working outside all year round | Experience in routine health and safety checks |
| Minimum of six months experience in farming (fruit and vegetable production and/ or livestock farming) | Current driving licence and trailer license |
| Personable with the ability to get with and communicate will all kinds of people |  Experience of working with the public and representing a charity |
| Demonstrated ability to share your knowledge with volunteers and get people excited about food and farming |  Hold a First Aid certificate from within the last 3 years |
| A calm and considerate manner  | Experience of working with people living with learning difficulties or mental illness |
| The ability to manage own time and workload to thrive in a varied and fast-paced environment | Experience of supporting volunteers' personal development and progression |
| The ability to manage pressure and conflicting demands and prioritise tasks and workload | Passion for gaining skills and knowledge |
| A love of food and farming | Understanding of safeguarding  |
| Willingness to be first aid trained and be the duty first aider | Ability to speak Bengali/ Sylheti. |
| A commitment to organic agriculture and environmental sustainability | Clear, recent and transferable DBS check |

**Note that this post is dependent upon the successful completion of a DBS check.**

HOW TO APPLY

Please email your completed [application form](http://stepneycityfarm.org/wp-content/uploads/2012/10/Saturday-Farm-worker-Application-Form.docx) to Alex Collings (alex@stepneycityfarm.org) with ‘Saturday Farm Worker Application’ in the subject line.

**Deadline for applications: ​5pm Monday 14th August 2017**
Interviews to be held:​ Thursday 17th or Friday 18th August 2017
Start Date: ​ Saturday 19th or 26th August